

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
District Service Center
5621 County Road 101
Minnetonka, Minnesota

Summary of March 23, 2023 Study Session

The School Board of Minnetonka Independent School District #276 met in study session at 6:00 p.m. on Thursday, March 23, 2023 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Lisa Wagner presided. Other Board members present were Mark Ambrosen, Katie Becker, Patrick Lee-O'Halloran, Michael Remucal, Meghan Selinger, Chris Vitale and Superintendent David Law, ex officio.

REVIEW OF DRAFT FY24 OPERATING CAPITAL BUDGET

Superintendent Law began the discussion by saying that one of the mysteries of public education is all the different “buckets” of money that need to be spent on distinct categories. Operating Capital is a funding ratio per student that is set at the state level and can only be used for specific things. He called upon Executive Director of Finance and Operations Paul Bourgeois to explain in more detail.

Mr. Bourgeois noted that the District will be receiving \$229.11 per Adjusted Pupil Unit for Operating Capital uses in Fiscal Year 2024. These funds can be used for the purchase of classroom equipment, maintenance equipment, instructional equipment and textbooks. They can also be used to fund bond payments for such facility projects as building additions or parking lot expansions, as well as land acquisition.

With enrollment being approximately flat at 11,110 in-person K-12 students since FY20, the total amount of revenue has been fixed at approximately \$2.8 million per year, as the funding amount per APU has stayed approximately flat during that time.

Mr. Bourgeois then presented the draft budget to the Board:

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
OPERATING CAPITAL PRELIMINARY BUDGET FY2024
MARCH 23, 2023

	Actual 2021-2022	Adopted Budget 2022-2023	Amended Budget 2022-2023	Projected Budget 2023-2024	Projected Budget 2024-2025	Projected Budget 2025-2026	Projected Budget 2026-2027	Projected Budget 2027-2028
<u>OTHER ONE TIME OR PERIODIC COMMITMENTS</u>								
1.0 Clear Springs/MWA/SH/DH Paving	51,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2.0 MCE Playground	(780.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3.0 Design For Learning	-	\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4.0 MWA Classroom/MMW Specialist Room & Conf Room Doors	163,411.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5.0 MHS Band Uniforms	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6.0 CSP South Parking	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7.0 GRV/SCH Room Conversion To Classroom	474.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8.0 EXC Classroom Modifications	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9.0 Vantage Program Lease Payments	292,310.90	\$ 313,292	\$ 313,292	\$ 319,774	\$ 53,296	\$ -	\$ -	\$ -
10.0 GRV Playground	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11.0 SCH Playground/SCH Navigator Multipurpose Conversion	18,782.78	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
12.0 MHS Gym Floor Cover/MHS Classroom	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13.0 MHS Einer Lower Parking/ArtsCenter Parking	389,053.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14.0 MME Principal Office HVAC/MME Classroom/MMW Classroom 893	31,785.11	\$ 380,000	\$ 380,000	\$ -	\$ -	\$ -	\$ -	\$ -
15.0 Vets Turf Patching/Legacy Bull Pen Batting Cage Pad	4,000.00	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
16.0 MWA Specialist Rooms 893/DPH Paving	-	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -
17.0 MHS Associate Principal	-	\$ 77,000	\$ 77,000	\$ -	\$ -	\$ -	\$ -	\$ -
18.0 MMW Traffic Circle Improvements On MMW Site - Contingency	-	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -
19.0	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20.0 Contingency	342,221.89	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
District Projects-Future Years For Budgeting Purposes	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	1,292,560.99	\$ 1,317,292	\$ 985,292	\$ 819,774	\$ 153,296	\$ 100,000	\$ 100,000	\$ 100,000

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
OPERATING CAPITAL PRELIMINARY BUDGET FY2024
MARCH 23, 2023

	Actual 2021-2022	Adopted Budget 2022-2023	Amended Budget 2022-2023	Projected Budget 2023-2024	Projected Budget 2024-2025	Projected Budget 2025-2026	Projected Budget 2026-2027	Projected Budget 2027-2028
<u>EQUIPMENT PURCHASES</u>								
1.0 Clear Springs	17,602.31	\$ 17,000	\$ 17,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
2.0 Deephaven	5,174.46	\$ 13,000	\$ 13,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
3.0 Excelsior	5,706.40	\$ 16,000	\$ 16,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
4.0 Groveland	14,879.91	\$ 17,000	\$ 17,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
5.0 Minnewashta	5,991.95	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
6.0 Scenic Heights	5,145.66	\$ 17,000	\$ 17,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
7.0 Middle School West	36,583.43	\$ 32,000	\$ 32,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
8.0 Middle School East	19,042.47	\$ 32,000	\$ 32,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
9.0 Minnetonka Senior High	36,723.15	\$ 100,000	\$ 136,000	\$ 101,000	\$ 101,000	\$ 101,000	\$ 101,000	\$ 101,000
10.0 MCEC	-	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
11.0 Maintenance - Floor Scrubber Replacement	-	\$ 10,000	\$ 45,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
12.0 Vehicle Replacement - Purchase	-	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
12.1 Vehicle Replacement - Installment Contract	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-total	146,849.74	\$ 275,000	\$ 346,000	\$ 298,000	\$ 343,000	\$ 343,000	\$ 343,000	\$ 343,000
Total Operating Capital Expenditures	3,009,258.57	\$ 3,141,084	\$ 3,149,354	\$ 2,824,731	\$ 2,624,504	\$ 2,558,945	\$ 2,550,014	\$ 2,548,126
Revenue Over (Under) Expenditures	191,051.56	\$ (289,339)	\$ (323,683)	\$ (2,305)	\$ 204,477	\$ 275,348	\$ 276,619	\$ 284,636
Beginning Fund Balance - Operating Capital	614,555.35	\$ 805,607	\$ 805,607	\$ 481,924	\$ 479,619	\$ 684,096	\$ 959,444	\$ 1,236,063
One-Time Transfer to General Fund	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One-Time Transfer from Community Ed Fund	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One-Time Transfer from Old H&S Restricted Fund Balance	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One-Time Transfer from General Fund	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Ending Fund Balance - Operating Capital	805,606.91	\$ 516,268	\$ 481,924	\$ 479,619	\$ 684,096	\$ 959,444	\$ 1,236,063	\$ 1,520,699

REVIEW OF DRAFT FY24 CAPITAL PROJECTS TECHNOLOGY BUDGET

Mr. Bourgeois noted that the District will be receiving \$7,609,670 in Capital Projects (Technology) Referendum Revenue for FY2024 from a voter-approved levy of 6.569% of the Net Tax Capacity of all property of the District. This revenue can be used for all technology expenditures of the District, including instructional hardware and software, administrative hardware and software, classroom equipment of all types, and construction of security barriers of all types for district facilities.

Mr. Bourgeois then presented the draft budget for the Board's information:

Capital Projects Levy									
Minnetonka ISD 276									
FY20-FY28 Technology Budget - 3% Property Value Increase Assumption Annually FY25-FY28 - Assumes Levy Renewal And Extension For FY25									
	Actual	Actual	Adopted	Amended					
	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Resources:	Pav 2020	Pav 2021	Pav 2022	Pav 2022	Pav 2023	Pav 2024	Pav 2025	Pav 2026	Pav 2027
Tax Levy	\$ 6,586,281.91	\$ 6,916,126.72	\$ 7,275,915	\$ 7,275,915	\$ 7,609,670	\$ 9,241,184	\$ 9,518,419	\$ 9,803,972	\$ 10,098,091
Tax Levy-Cap Equip Bonds to Fund 07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Levy	\$ 6,586,281.91	\$ 6,916,126.72	\$ 7,275,915	\$ 7,275,915	\$ 7,609,670	\$ 9,241,300	\$ 9,518,419	\$ 9,803,972	\$ 10,098,091
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Income	\$ -	\$ 10,142.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Used MacBooks	\$ -	\$ -	\$ -	\$ -	\$ 84,000	\$ -	\$ -	\$ 84,000	\$ -
FED AID-GRANTS WITH FIN	\$ -	\$ 344,960.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Financing of Network	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sale of Used Ipad	\$ 215,901.00	\$ 978,958.99	\$ -	\$ -	\$ 250,000	\$ 1,025,875	\$ -	\$ 250,000	\$ 1,025,875
Sales Tax on Used Ipad Sale	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
iPad Non-Insured Fees	\$ 26,690.14	\$ 193,123.02	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000
iPad Insurance	\$ 197,495.67	\$ 53,284.08	\$ 130,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Total Resources	\$ 7,026,368.72	\$ 8,496,595.61	\$ 7,433,915	\$ 7,428,915	\$ 8,096,670	\$ 10,420,175	\$ 9,671,419	\$ 10,290,972	\$ 11,276,866
	5.94%	5.01%	5.20%	5.20%	4.59%	21.44%	3.00%	3.00%	3.00%
Expenditures:									
Continuing Commitments									
Technology Operations Staffing	\$ 2,007,883.00	\$ 2,021,454.85	\$ 2,137,499	\$ 2,119,794	\$ 2,244,374	\$ 2,334,149	\$ 2,427,515	\$ 2,524,615	\$ 2,625,600
Technology Operations - Software	\$ 213,419.89	\$ 185,987.67	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
District Technology Supplies	\$ 81.82	\$ 3,056.73	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000	\$ 17,000
Software License - Admin	\$ 416,290.94	\$ 447,721.59	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Tech Site Visit Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insured Ipad Repairs	\$ 52,407.10	\$ 44,896.06	\$ 20,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Total Continuing Commitments	\$ 2,690,082.75	\$ 2,703,116.90	\$ 2,774,499	\$ 2,886,794	\$ 3,011,374	\$ 3,101,149	\$ 3,194,515	\$ 3,291,615	\$ 3,392,600
	10.17%	0.48%	4.00%	6.80%	8.54%	2.98%	3.01%	3.04%	3.07%
Annual Priorities									
Hardware Rotation-Admin	\$ 24,946.55	\$ 85,763.24	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Hardware - Instructional	\$ 333,214.15	\$ 363,597.58	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Hardware - iPad Project	\$ 94,888.83	\$ 103,105.61	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
MHS MacBook Financing Principal					\$ 77,393	\$ 76,659	\$ 77,334	\$ 77,393	\$ 76,659
MHS MacBook Financing Interest					\$ 623	\$ 1,357	\$ 682	\$ 623	\$ 1,357
MHS MacBook - Capital Lease					\$ 231,836			\$ 231,836	
MHS MacBook - Other Financing Sources					\$ (231,836)			\$ (231,836)	
iPad 4-12 - Apple Financing Principal	\$ 902,401.08	\$ 951,923.34	\$ 951,923	\$ 951,923	\$ 951,923	\$ 1,098,657	\$ 1,098,657	\$ 1,098,657	\$ 1,098,657
iPad 4-12 - Apple Financing Interest	\$ 4,827.84	\$ -	\$ -	\$ -	\$ -	\$ 10,987	\$ 10,987	\$ 10,987	\$ 10,987
iPad 4-12 Apple Lease - Capital Leases		\$ 2,855,770.00				\$ 2,855,770			\$ 2,855,770
iPad 4-12 Apple Lease - Other Financing Sources		\$ (2,855,770.00)				\$ (2,855,770)			\$ (2,855,770)

Capital Projects Levy									
Minnetonka ISD 276									
FY20-FY28 Technology Budget - 3% Property Value Increase Assumption Annually FY25-FY28 - Assumes Levy Renewal And Extension For FY25									
	Actual	Actual	Adopted	Amended					
	2020-2021	2021-2022	2022-2023	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
Resources:	Pav 2020	Pav 2021	Pav 2022	Pav 2022	Pav 2023	Pav 2024	Pav 2025	Pav 2026	Pav 2027
iPad K-3 - Apple Financing Principal	\$ 384,011.23	\$ 386,661	\$ 386,661	\$ 386,661	\$ 389,329	\$ 410,975	\$ 410,975	\$ 410,975	\$ 410,975
iPad K-3 - Apple Financing Interest	\$ 8,004.01	\$ 5,354	\$ 5,354	\$ 5,354	\$ 2,686	\$ 4,110	\$ 4,110	\$ 4,110	\$ 4,110
iPad K-3 Apple Lease - Capital Leases	\$ 1,160,001.00	\$ -			\$ 1,160,001			\$ 1,160,001	
iPad K-3 Apple Lease - Other Financing Sources	\$ (1,160,001.00)	\$ -			\$ (1,160,001)			\$ (1,160,001)	
Classroom Equipment - District Initiatives	\$ 4,271.51	\$ 292,878.42	\$ 500,000	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Classroom Equipment - Building Allocations	\$ 190,531.97	\$ 235,182.23	\$ 56,065	\$ 56,065	\$ 55,930	\$ 55,930	\$ 55,930	\$ 55,930	\$ 55,930
Textbooks	\$ 770,663.55	\$ 1,059,614.79	\$ 735,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
Inst Staff Devel inc/Salaries & Benefits	\$ 774,479.92	\$ 658,357.94	\$ 879,343	\$ 866,900	\$ 914,517	\$ 951,097	\$ 989,141	\$ 1,028,707	\$ 1,069,855
Inst Staff Dev iPad K-3		\$ -	\$ 114,645	\$ 114,645	\$ 119,231	\$ 124,000	\$ 128,960	\$ 134,119	\$ 139,484
Software iPad K-3		\$ -	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000
Hardware - Network	\$ -	\$ 62,975.80	\$ 200,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Infrastructure - Network	\$ 699,890.57	\$ 176,512.78	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000
SAN Loan Principal Payment	\$ 101,742.00	\$ 102,609.82	\$ 109,400	\$ 109,400	\$ 109,400	\$ 109,400	\$ -	\$ -	\$ -
SAN Loan Interest Payment	\$ 14,411.08	\$ 11,987.01	\$ 9,983	\$ 9,983	\$ 5,990	\$ 1,997	\$ -	\$ -	\$ -
Infrastructure - Telecom	\$ 409.79	\$ 23,915.16	\$ 30,061	\$ 30,061	\$ 30,963	\$ 31,892	\$ 32,848	\$ 33,834	\$ 34,849
Infrastructure - Security Barriers	\$ 143,542.79	\$ 166,750.18	\$ 100,000	\$ 100,000	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
VANTAGE MOMENTUM Classroom Eq		\$ -		\$ 500,000	\$ 400,000				
Software K-12 - Non Instr	\$ 265,630.67	\$ 286,516.51	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Software K-12 - Instr	\$ 205,134.70	\$ 237,924.96	\$ 200,000	\$ 200,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Total Annual Priorities	\$ 4,530,987.00	\$ 5,211,630.61	\$ 5,270,433	\$ 5,542,992	\$ 5,469,985	\$ 5,839,060	\$ 5,771,624	\$ 5,817,334	\$ 5,864,862
	7.54%	15.02%	-0.56%	6.36%	3.79%	6.75%	-1.15%	0.79%	0.82%
Total Operational Expenditures	\$ 7,221,069.75	\$ 7,914,747.51	\$ 8,044,934	\$ 8,429,786	\$ 8,481,359	\$ 8,940,209	\$ 8,966,139	\$ 9,108,949	\$ 9,257,462
	8.51%	9.61%	0.97%	6.51%	5.42%	5.41%	0.29%	1.59%	1.63%
Total Expenditures	\$ 7,221,069.75	\$ 7,914,747.51	\$ 8,044,934	\$ 8,429,786	\$ 8,481,359	\$ 8,940,209	\$ 8,966,139	\$ 9,108,949	\$ 9,257,462
	8.51%	9.61%	0.97%	6.51%	5.42%	5.41%	0.29%	1.59%	1.63%
Tot Res-Tot Exp - Over(Under)	\$ (194,701.03)	\$ 581,848.10	\$ (611,020)	\$ (1,000,871)	\$ (384,688)	\$ 1,479,966	\$ 705,280	\$ 1,182,023	\$ 2,019,504
Beginning Fund Balance	\$ 1,044,909.21	\$ 850,208.18	\$ 924,861	\$ 1,432,056	\$ 431,185	\$ 46,497	\$ 1,526,463	\$ 2,231,743	\$ 3,413,765
Ending Fund Balance	\$ 850,208.18	\$ 1,432,056.28	\$ 313,842	\$ 431,185	\$ 46,497	\$ 1,526,463	\$ 2,231,743	\$ 3,413,765	\$ 5,433,269

REVIEW OF TEN-YEAR LONG-TERM FACILITIES MAINTENANCE PLAN

Mr. Bourgeois went over the latest iteration of the Plan with the Board. He noted that the Board must review and approve the Plan annually and file the Plan with the MN Department of Education. The current version of the Plan projects out remaining long-term maintenance needs for the next decade starting with FY25 through FY34. The total projects listed in the plan for those 10 years are estimated at \$77,755,000, or an average of approximately \$7.8 million annually. Each of the years' projects will be able to be funded with bond funding while at the same time the total amount of outstanding long-term bonds of the District declines every year as older bonds are paid off. If in a given year competitive prices result in not all the bond proceeds being spent in that year, that will allow for bonding at a lower level in the subsequent year. The overall goal continues to be keeping the facilities in a state of good repair by doing only necessary projects and completing those necessary projects for the most competitive cost.

The net result of this rebuilding of the district facilities infrastructure means that the community's original investment in its school facilities is being maximized, as these facilities will continue to be used for another 60 years or more each. This is a much more cost-effective strategy to maximize taxpayer investment, as the alternative to rebuilding would be the cost of complete replacement at a time much sooner in the future. As previously noted, at current construction costs of \$479 per square foot (116 times more than the annual long-term maintenance cost per square foot of \$4.11), the cost of complete replacement of district buildings would total approximately \$877 million.

The use of long-term maintenance funding to ensure that our fleet of 50-year-old, 65-year-old, and older buildings continue to function effectively for the next 60 years is the most cost effective and prudent course of action for our school district and our community for the long term.

Chairperson Wagner noted that the Plan would be brought back to the April regular meeting for approval.

REVIEW OF 24-25 CALENDAR

Executive Director of Human Resources Anjie Flowers presented this item to the Board. She noted that Minnesota State law requires the School Board to adopt a calendar prior to April 1 of the school year preceding the year the calendar will be in effect. As is the District's practice, we are working on setting a calendar a full year in advance of its due date. Accordingly, on March 14, a committee of teachers, paraprofessionals, administrators, parents, and students worked to develop a recommendation to the School Board. The Committee followed the School Board and state law parameters in developing this recommendation. Ms. Flowers also noted that most of the parameters of the calendar are bound by the District's collective bargaining agreements with various employee groups.

The outline for the recommended calendar is as follows:

- First day of school for teachers: Tuesday, August 27, 2024
- First day of school for grades 1-12 students: Tuesday, September 3, 2024
- First day of school for kindergarten students: Thursday, September 5, 2024
- Early release dates: Friday, September 27, 2024; Friday, February 14, 2025
- Late start dates: Friday, November 1, 2024; Monday, April 28, 2025
- Fall conference dates: Thursday, Oct. 10, 2024: 4-8pm; Friday, Oct. 11, 2024: 8am-4pm; an additional 4 hours of conference time to be assigned by building site the weeks of Oct. 7, 2024, or Oct. 14, 2024
- Spring conference dates: Thursday, March 6, 2025: 4-8pm; Friday, March 7, 2025: 8am-4pm; an additional 4 hours of conference time to be assigned by building sites the week of March 3, 2025, or March 10, 2025
- Winter Break: December 23, 2024 – January 3, 2025 (10 work days)
- Spring Break: March 31 – April 4, 2025
- Last student day: Tuesday, June 10, 2025
- Last teacher day: Wednesday, June 11, 2025

In the discussion that followed, Board members asked for additional clarification/information on the following items:

- Student and teacher absentee data on the day before Thanksgiving
- Whether surrounding districts are in session on that day
- Student and teacher absentee data during the week of MEA
- Number of meetings of the Calendar Committee
- Whether or not to denote religious holidays on the published one-page pdf of the calendar
- Whether or not to denote religious holidays on the printed wall calendar
- The makeup of the District's assessment calendar and whether religious holidays are included there
- Whether to publish, separately, a list of religious holidays
- When districts observe Rosh Hashanah, Yom Kippur, Eid al Fitr, etc – how do those districts fit in all their required instructional days?

Superintendent Law and Ms. Flowers agreed to provide additional information on the Board's questions in the coming days. Ms. Flowers noted that the Calendar Committee was scheduled to meet one more time this spring, and she would share this additional information with the Committee as well.

Chairperson Wagner noted that the calendar would be brought back to a future Board meeting this spring for approval.

CITIZEN INPUT

Chairperson Wagner extended an invitation to members of the audience who wished to address the Board on any topic. No one responded to this invitation to speak.

REVIEW OF HISTORY OF MIDDLE SCHOOL PROGRAM

In 2007 the District established a goal of conducting a comprehensive review of the middle school program to evaluate how existing structures, programs and course offerings were meeting the needs of students and families.

The review consisted of three major components: 1) a survey of critical stakeholders, 2) a review of peer middle schools and national middle school models, and 3) a review of best practices and current middle school philosophy. Retired Edina middle school principal, David Peterson, was hired as a consultant to support this work, with a particular focus on studying peer schools and best practices. The subsequent report detailed three major findings:

1. The need for more rigorous course offerings
2. The need for stronger support systems for struggling learners
3. The need for greater choice and freedom in elective course offerings

This report resulted in significant changes to the middle schools, including the creation of honors level courses in all four subject areas, new courses supporting students in math, reading and organizational skills, and multiple new elective courses with more flexibility for 8th graders when registering. These changes were highly successful and were seen as critical to MME and MMW emerging as nationally recognized middle schools.

In the fifteen years since this review, the middle schools have seen the additions of the Navigator program, Spanish and Chinese Immersion programs, and a considerable increase in open enrollment. Accommodating these changes has required significant shifts in the existing middle school program and collectively, these shifts have created new challenges as we strive to best meet evolving student needs and district goals.

Administration is proposing that the District engage in a comprehensive review of the current middle school program, with a structure and focus similar to the 2007 review and one that includes opportunities for student, family and staff voice and engagement. Findings and recommendations will be reported to the Board in December of 2023.

Middle School principals Pete Dymit and Freya Schirmacher then provided the Board with a review of the history of the middle school program along with rationale for why the District should engage in a comprehensive review at this time.

An updated evaluation of the current middle school program will provide essential information relative to several strategic District goals:

1. How does the current middle school model support the implementation of a comprehensive MTSS model?
2. How does the current model support the implementation of needed programs and initiatives for ensuring high levels of student belonging?
3. How does the current model prepare middle school students to maximize the unique opportunities they will have at MHS, particularly related to participation in the Vantage and Momentum programs.

In the discussion that followed, Board members enthusiastically agreed to the plan. Board member Vitale asked if space needs would be part of this review. Superintendent Law responded that yes, the Board could direct the review committee to add space needs to the review. Superintendent Law also noted that this review could be incorporated into the Board's goals for the coming year. Board member Lee-O'Halloran asked how the process will be inclusive for all. Principal Dymit responded that in the past, administration had asked for input from multiple sources, and they were very clear and deliberate in telling stakeholders up front where they were going to have a voice and where they weren't. By doing this, the input that was gathered was much more valuable. When decisions were made, those who did not get what they wanted accepted the decisions, because the process was fair.

ADJOURNMENT

The Board adjourned the Study Session at 7:30 p.m.

/cyv